

**28 FEBRUARY 1997**



**Command Policy**

**ESTABLISHING MATERIEL MANAGEMENT  
FUNCTIONS AT LOCATIONS OTHER THAN  
AIR LOGISTICS CENTERS**

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This policy directive does not apply to the Air National Guard or US Air Force Reserve units and members.

**1. Purpose Of Policy:** Establishes policy for materiel management functions, using existing organic resources, performed outside the construct of an Air Logistics Center (ALC) without creating additional Inventory Control Points (ICP).

**2. Policy Statement:** An ALC normally performs materiel management functions. The AFMC Commander will approve materiel management function transfers to non-ALC locations. Transfer of materiel management responsibilities to non-ALC locations will occur without establishing new ICPs. An ALC will be the sponsoring ICP for each non-ALC location. The non-ALC location will rely, to the maximum extent possible, on the existing support infrastructure of the sponsoring ICP to avoid the creation of additional infrastructures. This policy applies to new, existing and non-Contractor Logistics Support (CLS) supported systems.

**3. Responsibility:**

3.1. AFMC/CC will approve all materiel management function transfers to non-ALC locations.

3.2. HQ AFMC/XP will determine the sponsoring ICP/ALC using the mission assignment procedures and record the determination in the D086 Mission Workload Assignment System.

3.3. The sponsoring ICP/ALC will convene a team composed of members from the losing and gaining activities. (Reference AFMCI 500-801)

3.3.1. This team will determine the specific materiel management functions, the sponsoring ICP/ALC infrastructure support and insure documenting of ownership/accountability of official records. The sponsoring ICP/ALC will coordinate with HQ AFMC/LG/DR/FM/XP prior to incorporating the results in a Programming Plan (P-Plan) in accordance with AFI 10-501, "Program

Action Directives (PAD) and Programming Plans (P-Plans)”, for the gaining location and the losing center.

3.3.2. The team will consider as a minimum the relationship of the sponsoring ALC and the gaining location in the following areas:

3.3.2.1. Management structure - minimizing infrastructure within existing/reduced manpower allocations; reflecting manpower and organizational relationship as reflected in the Unit Manning Documents, e.g., Personnel Accounting Symbol coding to reflect functional relationships either on sponsoring ALC or gaining location’s UMD; personnel -servicing/labor agreements/appraisals.

3.3.2.2. C4 - Command, Control, Communications, and Computers system connectivity, oversight, and problem resolution.

3.3.2.3. Financial management and comptroller - outlining responsibility for funds control and flow, (e.g., issued to gaining location through the sponsoring ALC), policy and requirements development and conducting of reviews.

3.3.2.4. Contracting - delegation of authority, location of buyers and support functions.

3.3.2.5. Agreements - host tenant support agreements, MOAs, MOUs, etc.

3.3.2.6. Training - functional training for item management and contracting staffs; and unique processes.

3.4. HQ AFMC/XP will document the responsibilities and relationships of the losing center, the gaining location and sponsoring ICP/ALC in a Programming Plan.

3.5. The appropriate Mission Element Board (MEB) will resolve issues raised.

3.6. HQ AFMC/LG, with support from the HQ AFMC/MEB staff elements, will measure employment of the policy.

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Director of Logistics

**Attachment 1****GLOSSARY OF TERMS*****Terms***

**Gaining Location-**The non-ALC location to which all or part of the materiel management functions (item management as a minimum) will be transferred.

**Inventory Control Point-**ICPs are integrated materiel managers for secondary items (i.e., repairable and consumable items and end items that are not principal end items [aircraft, vehicles, ships, missiles, and conventional munitions] ) used by the DOD. Within the current Air Force Materiel Command structure, the five Air Logistics Centers (ALCs) are designated as ICPS

**Losing Center-**The ICP/ALC currently responsible for performing the materiel management functions.

**Materiel Management-**(As defined by the Committee on Roles and Missions). Item management; Requisition Processing; Stock control; Contracting; Customer Service; Provisioning; Allowance/ISSL Development; Budget/funding ; Configuration Management; Engineering Support; Technical Support; War Reserve Requirements; and Weapon System Support.

**Sponsoring ICP/ALC-**The ALC tasked with providing support infrastructure to the gaining location.